

DEPARTMENT OF THE ARMY
Corps of Engineers, Omaha District
215 N. 17th Street
Omaha, Nebraska 68102-4978

DM 1110-1-4

CENWO-ED-GD

Memorandum
No. 1110-1-4

3 September 1998

Engineering and Design
Surveying, Mapping, and Geographic Information Systems (GIS)
PROCUREMENT OF NEW SURVEYING, MAPPING, AND GIS DATA

History. This is a new numbered memorandum for the Omaha District.

Summary. This memorandum establishes policy for the procurement of new surveying, mapping, and GIS data.

1. Purpose. This memorandum prescribes policies for the procurement of new surveying, mapping, and GIS data, collectively referred to as geospatial data.
2. Applicability. This policy applies to all activities under the jurisdiction of the Omaha District. The policy applies to the procurement of new geospatial data and development of new data from numerous and diverse existing sources. It applies to geospatial data needed for both in-house and contracted designs, studies, and analyses in all three major program areas. This policy also applies to any mapping (sometimes referred to as “flyovers”) or other geospatial data procurement or development embedded in larger contracts with a broader scope beyond simply geospatial data. It does not apply to GIS analysis of existing standardized data sets such as USGS products. These services shall be requested per current procedures through the Surveys, Mapping, and GIS (S,M,&G) Section of Engineering Division or the Field Support and Analysis Section of Operations Division.
3. References.
 - a. Executive Order 12906, Coordinating Geographic Data Procurement and Access: The National Spatial Data Infrastructure, 11 April 1994.
 - b. USACE ER 1110-1-8156, Policies, Guidance, and Requirements for Geospatial Data and Systems, 29 March 1996.
4. Background. Advancing technologies have made the procurement, development, and analysis of surveying, mapping, and GIS products more practical and accessible for the solution of customers’ needs across all program areas of the Omaha District. Geospatial products are available quicker and in a wider variety of output formats, scales, coordinate systems, and

accuracies than was possible just a few years ago. District customers have become more discerning in their requests for geospatial data which in turn dictates a high degree of cartographic and geodetic engineering competence in meeting the customers' needs. It is also important to capitalize on opportunities to acquire the data, with little or no additional cost, to meet multiple-users' needs. As a District oriented on customer satisfaction, we must ensure we are best prepared to provide geospatial data that provides our customers the technically correct solution at the best possible cost.

5. Policy.

a. Requests for procurement of new geospatial data will be forwarded through the S,M,&G Section of Engineering Division. This will ensure technically correct procurement of geospatial data and compliance with the referenced Executive Order and USACE regulations. In conjunction with the requesting project manager, the Chief of S,M,&G Section will determine the required technical specifications and the most efficient method of procuring or developing the data. Initially, a search will be made of Omaha District and other agency sources to find existing data which meets the customer's needs. If none exists, the methods of procuring and developing the data are as follows

- (1) using in-house staff,
- (2) using one of the available contracts currently managed by the S,M,&G Section, or
- (3) by development of a scope to be provided to a contractor available from other sources within or outside the Omaha District.

b. The Chief of the S,M,&G Section and the District GIS Coordinator will ensure a Certificate of Compliance for Collecting Geospatial Metadata is fully completed and provided to the District Contracting Division before procurement action is started. This certificate is located on the District GIS web page at: <http://www.now.usace.army.mil/html/gis/gis.htm>.

c. The S,M,&G Section will provide "brown bag" type training for the groupings of District Staff. These training sessions will be on an annual basis and provide targeted training on geospatial data services and products available utilizing current technologies and District capabilities to acquire these services and products. Training will be provided to various audience groups for their respective degree of interest as follows:

- (1) Senior management (branch and division chiefs).

(2) Project/technical managers and technical section chief.

(3) Hands-on users of spatial data.

6. This policy is effective immediately.

FOR THE COMMANDER:

/s/
BRYAN S. VULCAN
LTC, EN
Deputy Commander

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